

# **APPROVED MINUTES OF THE MAY 18, 2015 MEETING OF THE FAIRFAX COUNTY SMALL BUSINESS COMMISSION**

Location: Fairfax County Government Center, 12000 Government Center Parkway, Fairfax,  
Virginia, Conference Center Room 232.

Attending: **SBC Members**  
Beatrice Malone, Cyrus Sobhani, Ed Reniker, Tracey Wood, Eva Freund, John Pellegrin,

**Staff (Department of Purchasing and Supply Management)**  
Cathy Muse

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The meeting was called to order at 7:15 pm by Chair Malone.

NO QUORUM

Introductions – went around the room

## **Guest Speaker**

Theresa Brown, MPA, Volunteer Solutions Partnership Development Manager, A Partnership of Fairfax County's Family Services, Health Department, & Neighborhood and Community Services. Ms. Brown described the volunteer solutions program in Fairfax and how businesses in Fairfax can get involved.

## **Reviewed Minutes from April 27 Meeting**

No quorum so minutes could not be approved by vote.

## **Committee Reports**

**Economic Advisory Committee** - No report

**Communications** – Tracey Wood discussed the status of the Annual Report. Also presented SBC Communication Plan and associated documents. Tracey requested to have OPA (Lisa Connors) to attend June meeting. Recommends getting "Save the Date" out for Vendor Forum. Also recommends a little advertising of our meetings to get more members of the public to attend (List Serve, Channel 16, and County radio). Ed suggested that the SBC have a table at the event and that we survey attendees regarding their issues.

**Community Business Partnership** – No report.

**Office of Emergency Management** – No Report

**Strategic Planning** - No Report

**Legislative and Policy** – No Report

**Executive** - Chair Malone reported she is compiling information for the annual report to the Board.

**Vendor Comments Board**— No report

**Education and Outreach**— No Report

**Ombuds** - No report. John spoke about WPGF and pointed out a Washington Post article regarding the impact of law enforcement issues around the country affecting participant numbers.

**Vendor Forum**- No report

### **New Business**

Eva Freund was looking at RFPs and found a reference to Small Business Enterprise Program but found info hard to find. Cathy Muse will look into website improvements and report back to the group.

### **Staff Report**

No Report

### **Old Business**

Annual Report- printed and available for next meeting.

### **Announcements**

None

### **Adjournment**

Chair Malone adjourned the meeting at 8:45pm. The next meeting is scheduled for June 29, 2015, 7:00-9:00PM, Conference Room 232.